

HUBBARD COUNTY COALITION OF LAKE ASSOCIATIONS

Committee Reports and Announcements

February 7, 2013

“COLA is the Leader in Protecting Hubbard County Lakes and Rivers”

www.minnesotawaters.org/group/hccola/welcome

Leadership Committee

Strategic Actions 1, 2 and 3

By Dan Kittilson

1. **Executive Committee**

a. **IU Capstone on Lake Association Sustainability Report #1 to COLA, 1-28-13**

SPEA's graduate Capstone class on has entered the research and review phase (Stage 1) of the Lake Association/COLA Sustainability Project. Stage 2 is report writing, development of presentation(s) and other distributions of findings and recommendations.

Previously: (weeks 1-3): Interview with COLA members; Stage 1 team development.

Survey to COLA members: Reminder email on 1/29/13; first delivery of survey: 2/5/13

Survey to selected Lake Association's lakeshore owners is under development

Five Student Teams have been determined to carry through Stage 1:

- **Literature Review Team** - Review scholarly literature; develop framework and theory.

- **Data/GIS Analysis and Project Database Team**– Review lake management plans and physical conditions of lakes; create project-wide database.

- **Public Communication Team** - Website and social media analysis; communication with stakeholders.

- **Survey Team** - Conduct statistical analysis of survey data; share data with other teams.

- **Interview Analysis Team** - Conduct interviews with COLA, Lake Association residents and local experts; code and analyze interview; share data with other teams.

Weekly format for Stage 1 (ends first week of March):

Teams will present a progress report to the class each week. Also, teams will report on interactions with other teams, and what cross-linkages between teams are important. All participants are encouraged to identify any gaps they see in the process or in research as we progress.

b. COLA Organizational Chart and VP Responsibilities

i. The Vice President appointments will include the following members:

1. Aquatic Invasive Species – Ken Grob
2. Communications/Impact Political Action – Larry Roberts
3. Finance/Membership – Lynn Goodrich
4. Education/Civic Services – Sharon Natzel

- ii. Attached at the end of this report you will find the COLA Organizational Chart and VP Responsibilities.
- c. 2013 Clean Water Fund: Hubbard County Community Partners Fund.
 - i. The “Community Partners Conservation Program” through the Minnesota Board of Water and Soil Resources (BWSR) and Hubbard County Soil and Water Conservation District (SWCD) are looking for community partners that want to complete projects that will restore, protect or enhance water quality in lakes, rivers and streams. Grants will be available in 2013 to lake associations for solutions that reduce storm water runoff including such projects as shoreline buffers and rain gardens. For further information contact Julie Kingsley at 218-732-0121 or "Julie Kingsley" julie.kingsley@mn.nacdn.net.
 - d. COLA’s Subscription to the Hubbard County GIS Program
 - i. Cost - \$250 per year
 - ii. Lake association usage since May of 2012
 - 1. Eight sessions including 6 at one address.
 - 2. Some entities use this program daily while others may use it less than COLA.
 - 3. Program updates for 2013 include a more user friendly format.

2. President’s Report and Announcements

- a. Township annual meetings will be held on Tuesday, March 12 at your township hall. Lake association members and lakeshore property owners are encouraged to attend your township annual meetings to ask for financial support from townships for lake protection strategies such as watercraft inspections.
- b. Save the date – COLA will conduct its second annual “President’s Round Table” on May 30, 2013 at Northwood’s Bank Community Room.
- c. On Friday, January 25th Ken Grob and Dan Kittilson representing HCCOLA met with the Leech Lake Association at their request for direction and guidance for protecting Leech Lake from AIS, especially Zebra Mussels. Leech Lake is the most common destination lake for boats leaving Lake Mille Lacs which is infested with Zebra Mussels. If Leech Lake becomes infested with Zebra Mussels, Hubbard County will be at even greater risk for a Zebra Mussel infestation.
- d. **“Heavenly Seven” lake groups** kick off at the February 7th COLA meeting. The groups will set-up/clean-up and provide refreshments and goodies. Lakes responsible for April 25, 2013 include Eagle, Stony and Long.
- e. **COLA Secretary:** We need a replacement for Julie Kingsley as Secretary of COLA. If you have the necessary skills for Secretary or know of someone who has those skills and are lakeshore property owners, please contact us at hccolamn@gmail.com
- f. **Restore the Shore Coordinator:** We need to find a replacement for Mary Groehler as COLA’s Restore the Shore Coordinator. Interested candidates please contact us at hccolamn@gmail.com

- g. The **Children's Freshwater Festival** will be held on Wednesday, May 8, 2013. Again SWCD and COLA would appreciate any financial support that individuals and/or lake associations can contribute to this special event.
- h. Mark your calendar and save the date.....Attend your Hubbard COLA Board meeting on Thursday, April 25th; social gathering at 6:30 p.m. and meeting at 7:00 p.m. and help make a difference for our Park Rapids Area Lakes.

Improve Internal Communications

Strategic Action #4

By Larry Roberts

1. Certificate of Appreciate design has been developed and used by COLA to recognize individuals and organizations who support COLA's efforts to protect our area lakes.
2. Determined that COLA information e-mailed to lake presidents/ reps is going out to their membership.
3. Next project is to review website and determine what can be done to improve content and enhance overall communications internally and externally.

Lakeshore Education Committee

Strategic Action #5

By Sharon Natzel & Richard Sederstrom

1. Governor's Fishing Opener – Kids Fishing Event with DNR MinnAqua program on Friday 5/10/13 at Northern Pines Camp from 8:30 to 2:30 PM with 4th Graders from Park Rapids Century School. Volunteers needed for the stations the kids will rotate through. Also volunteers needed for the Community Picnic also on Fri 5/10 from 3 to 7:30 PM to help with the family-oriented educational topic areas TBD in Feb 2013; in addition to AIS-focused education station and copies of Shoreland Guide for Shoreland Restoration.
2. Meeting in February 2013 with Sally Shearer, Program Coordination - UM Extension -Hubbard County to learn about the potential 2013 summer topic areas / education offerings available through UM Extension for specific captive audiences; i.e. lake association annual meetings for example or else class-like settings where a group of individuals have signed up and committed to attending a topic area ahead of time. Determine next steps for the COLA Education Committee to share list of potential topics and how to engage.
3. Learn more about the funds available for local water quality projects from SWCD – Julie Kingsley for lake associations as announced in PR Enterprise 1/26/2013.

Manage Public Image Committee

Strategic action #6

Larry Roberts

1. Series of positive articles relating to COLA's work/accomplishments have been getting published in the Enterprise regularly since September. Goal is continue with at least one per month.
2. Kris Kaufman, seasonal resident on Little Sand has volunteered to help with Strategic Actions 4 & 6.
3. Wild rice sales project which began in December is a great public image program as well as an excellent fund raiser opportunity.
4. COLA brochure being developed for fund raising information for the public.

Membership Committee Report

Strategic action #7

By Mary Ann Erpelding NO REPORT

Finance Committee

Strategic action #8

By Lynn Goodrich

1. Budget forecast 2012-13 (Lynn Goodrich, John Weber)
Converted Expenses/Forecast to electronic format to facilitate archiving and easy distribution of documents (email)
2. Wild Rice Project Report (By Larry Roberts)
 - a. Sold to date: 94 gift boxes @ \$20.00 each Gross Sale: \$1880.00
Net Profit: \$ 846.00
 - b. Inventory on Hand: 25 – 11lb bags of rice @8.00 each
 - i. 25 – 1 lb bags of rice @ \$8.00 each
 - ii. 1 – gift box @ \$20.00
 - iii. 2 – ceramic containers @ \$20.00 each
3. COLA AIS Project Fund Brochure (Lynn Goodrich)
Established three (3) fund accounts w/Northwest Minnesota Foundation to allow tax-deductible donations that will ensure the long-term financial health of Hubbard COLA.
 - a. General Endowment Fund
 - a. Use outside of AIS projects/activities. Endowment funds are held long term and only the income from invested funds can be used on selected projects
 - b. General Project Fund
 - a. Restricted use fund for charitable and educational programs, projects and activities that facilitate cooperation among member lake associations and to assist in protecting, preserving and enhancing the quality of area lakes and their environs
 - c. AIS Prevention Project Fund
 - a. Restricted use fund for AIS watercraft inspections, AIS monitoring and early detection, AIS prevention, containment, mitigation, AIS Decontamination units, AIS related education and awareness

We are developing and printing brochures to promote donations to these funds. The brochures will give examples of funding sources and uses. (Lynn Goodrich and Finance committee)

4. Develop other fund raising activities for HCOLA
 - a. Chili Cook-off – participation or develop as activity
 - b. Upscale crafts show/sale – Create with help from other committees and members.

Impact Political Action Committee

Strategic Action #9

By Chuck Diessner

1. Matt Dotta and Dan Stacey were elected to replace Dick Devine and Lyle Robinson and their election should help COLA explain and advance its position regarding AIS, and CUPs for Controlled Access Lots, PUDs and other uses.

2. Earl Benson and Chick Knight resigned from the BOA. Charlene Christensen was appointed by the County Board to fill the balance of Earl's term which expires on 12/31/13. Tim Johnson was appointed by the County Board to fill the balance of Chick's term which expires on 12/31/13. The appointment of these 2 members to the BOA should help COLA explain and advance its position regarding variance requests.
3. The following are the new members of the Planning Commission (PC): Kathy Grell, Vice Chair of the County Board until the earlier of 3 years or end of her term as a commissioner; Lou Schwindt, as the BOA representative until 12/31/13; John Miller as an AT-Large member until 12/31/15 replacing Bob Ruhnke; and Dennis Bessler as an At-Large member until 12/31/13 replacing Tim Johnson. In addition there will be appointments made by Matt Dotta for District #2 (may replace Jerry Novak) and Dan Stacey for District #4 (may replace Terry Clairmont). There may be 6 new members of the PC which has a total of 9 members. These new members should help COLA explain and advance its positions regarding PC actions.
4. The County Attorney and the County Board did not agree with COLA's position that it was the 2013 County Board, not the 2012 Board, that had the authority to make the appointments for terms beginning in 2013 and that the actions of the 2012 Board disenfranchised Matt Dotta and Dan Stacey because they were not able to participate in those appointments.
5. A majority of the commissioners agree with IPA's requests that the public should be notified of openings in positions for appointment, rather than the old policy of the commissioners finding the people to be appointed. Commissioners have agreed that openings will be posted on the County website. Further discussion and agreement needs to occur regarding and over all policy of how to notify the public.
6. County Board approved a payment \$35,000 to SWCD to address AIS in the County.
7. IPA continues to monitor BOA, PC and County Board meetings on matters impacting our lakes and rivers.
8. Most notable action contrary to IPA's request is that the County Board granted the Rehkamps an amended CUP that permits the 11 boat slips previously approved by the BOA actions last summer.
9. IPA is working on suggested updates to the policies and procedures of the BOA and PC that will be presented to Eric and a couple of commissioners. After receiving their comments, a final draft of the suggested updates will be presented to the commissioners for adoption. The updates are consistent with the County's new mission and vision of protecting the County's assets by providing high quality and cost effective services to best serve its customers through various strategies, including increasing transparency and communications to all customers. An example of the IPA updates is required training of the members of the BOA and PC.
10. IPA is working with MN Lakes and River Advocates and WAPOA on legislative action focusing especially on updating the shoreland rules and funding from the Legacy Funds, increased license fees for boats and trailers and other sources for AIS programs, including specific funding for LGU programs.
11. IPA is looking for people that are interested in joining the committee. Please contact any of the committee members to learn more —Diessner, Kittilson, Cowman, Mutsch or Weideman
12. Attached at the end of this report are the new Mission, Vision and Strategies for the Hubbard County Board.

Civic Service Committee

By Peter Tuomisto

Civic Committee activities for 2013

1. Children's Freshwater Festival in May - contributions are needed. Please send checks to Hubbard COLA at PO Box 746 Park Rapids, MN 56470 with Children's Freshwater Festival in the memo line.
2. Restore the Shore orders for 2013 will be coming into the Fairgrounds in early May to be repackaged. Volunteers are needed to facilitate this. A Restore the Shore Coordinator is also needed. A big thank you to Mary Groehler for her years of coordinating this.
3. Veliger Water Testing will be done again in July and August. In 2012, Potato, Blue, Eagle, Big Sand, Little Sand and Long participated in the testing. No veligers were found. Please let Pete Tuomisto know if your lake will continue testing in 2013 and if your lake would like to participate for the first time in 2013.
4. Hydro Lab SWCD will again have the Hydro Lab available for use for those interested lakes in 2013. This is for monitoring the dissolved oxygen and the water temperature in your lake. Please see Julie Kingsley at SWCD if interested.
5. Water Monitoring Kits will be handed out in mid-May at the Courthouse. Training will be available if needed.
6. Civic Committee meeting is [February 8](#) at 2:00 pm at SWCD. Firm dates for the above activities will be established at the meeting and reported at the next COLA meeting. Those attending will be Pete Tuomisto, Jerry Knoblich, Bert Ahern, Sharon Natzel, and Julie Kingsley. Others interested in helping out are encouraged to attend.

AIS Committee Report

Strategic Action #10

By Ken Grob

1. NEWS HIGHLIGHTS

- a. DNR released draft report on Aquatic Invasive Species for 2012.
- b. First State AIS Advisory Committee Meeting held on Jan. 24.
- c. First Northwest Region AIS Forum held in Walker on Jan 31/Feb1.
- d. Key priorities and Goals set for AIS Committee and County AIS Task Force
- e. Fund raising started for 2013 Watercraft Inspections. \$98,000 committed by Lake Associations/Townships. City of Park Rapids committed \$2000. County Commissioners committed \$35,000. Goal of a 50/50 match between government and lake associations is likely. Great news. Thanks to all who are getting the message out to the community.
- f. Two LGU Grant applications for 2013 submitted to DNR. Expect only one to be approved (\$7,500).
- g. 2012 Public Awareness Grant report submitted and check received.
- h. Final 2012 Watercraft Inspection Report issued.

- i. 4725 hours of inspections with 7129 watercraft inspected
- ii. 3% came zebra infested lakes
- iii. 3% of watercraft had some form of vegetation attached
- iv. 17% of the watercraft checked were registered in another state.
Majority (92%) were states with zebra mussel infested lakes

2. PRIORITIES FOR 2013:

- a. Expand watercraft Inspection Program...Need CW Chain participation
- b. Obtain financial support from County Commissioners and more township/cities
- c. Expand resort participation in training and inspection of guest watercraft
- d. Acquire/Install watercraft wash stations
- e. Continue to expand lake association teams AIS monitoring and volunteer inspections

3. NEAR TERM ACTIONS:

- a. DNR LSP Training (19 in state)...Local: Park Rapids Feb. 22 @ 9-12 a.m. at St. Joseph Hospital Conference room: Bemidji 3/13; Ottertail 6/13. Need to get message out to resorts and LSP's.
- b. Volunteer Inspection Training sessions tentatively scheduled for Walker on April 24 and Detroit lakes on May 1. Both sessions are 5-8 p.m. More info to come.
- c. County AIS Task Force Meeting ..TBD in February
- d. Township Meetings on Tuesday, March 12. IMPORTANT!! Township Annual Meetings set funding options for 2014 and may allocate funding for watercraft inspections in 2013. Any lake association that would like some funding from a township should attend and ask for support. Contact Ken Grob or Julie Kingsley if you need help.
- e. Lake Associations need to get their plans in place for 2013 AIS Prevention work...watercraft inspections, lake monitoring for AIS vegetation and zebra mussel veliger and sample block checking.

Akg 2.7.2013

Governor's Fishing Opener

By Larry Roberts

1. Ticket sales: 3500
2. Dollar value: \$17,500
3. Future events:
 - a. 2/8 St. Cloud Sports Show
 - b. 2/16 Eel Pout Festival, Walker
 - c. 2/24 Hubbard Winter Sleigh Ride, Hubbard
 - d. 3/2-3 P.R. Snowmobile Race
 - e. 3/21 NW MN Sports Show, Minneapolis
4. Sales somewhat slow but expected to pick up.
5. Goal: \$50,000 raised.
6. See Sharon's report for children's fishing event information
7. COLA will have a booth/tent at the community picnic on May 10 (later afternoon).
Volunteers will be needed to staff it.

Attachments below include:

1. Mission, Vision and Strategies for the Hubbard County Board of Commissioners.
2. COLA Organizational Chart
3. Vice Presidents' Duties and Responsibilities

The Mission of the Hubbard County Commissioners is as follows:

Carry out the lawful responsibilities delegated by the state legislature; protect county assets and provide high quality, cost effective, public services.

Values

All county employees will carry out our mission in a friendly and respectful manner to best serve our external (taxpayers) and internal (each other) customers. Our decisions will be customer focused and fiscally sound. We will grow a culture which guides our employees to lead through innovation, cooperation and collaboration with all customers.

Vision

We want Hubbard County to be a great place for people of all ages to live and work. We want taxpayers to be able to enjoy our abundant natural resources and feel confident that Hubbard County leaders are leading us into the future. We want county government to be effective and transparent. We want to reduce our poverty rate and improve our employment rate. We believe the most effective county government is one that impacts the lives of its citizens as little as possible while still providing a quality level of services.

Strategy

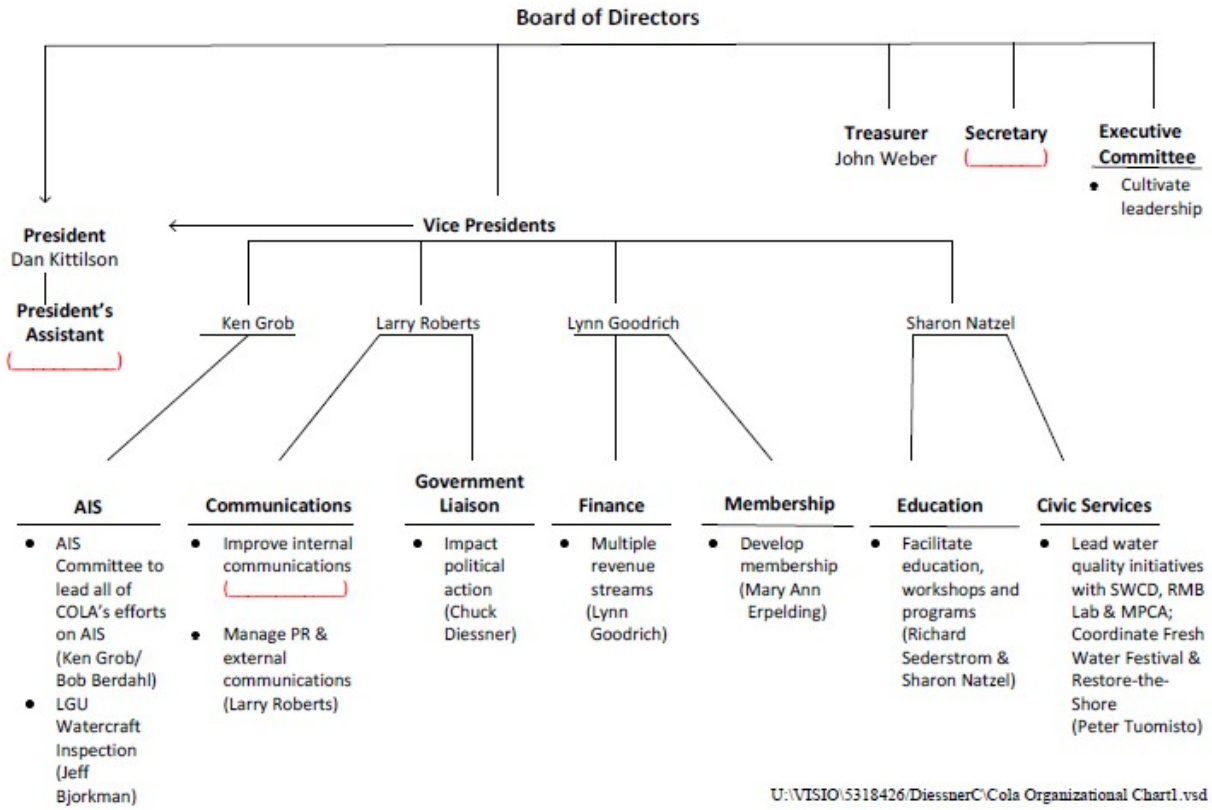
Strategies should be focused in four areas to achieve the mission and vision of Hubbard County as follows:

- Serve the Customer
- Run the Business
- Manage Resources
- Develop Employees

The strategies for Hubbard County:

- To increase transparency and communication to all customers of Hubbard County.
- To deploy lean concepts to improve internal processes.
- To manage and preserve county assets for the use and benefit of the taxpayers.
- To empower employees with tools to carry out their role in county government.

COLA ORGANIZATIONAL CHART



VICE PRESIDENTS' DUTIES AND RESPONSIBILITIES

1. Elected by the Board of Directors
2. Term is for 2 years or a lesser period in order for the Vice Presidents' terms to be concurrent with the President's term.
3. All the Vice Presidents shall be members of the Board and the Executive Committee.
4. ByLaws Section 6.2 and 6.5 need to be amended to eliminate the provisions that the Vice President shall succeed to the position of President.
5. Duties of the Vice Presidents are assigned by the Board and include the following:
 - a. One of the Vice Presidents will be designated by the President to perform the duties of the President in the event that he/she is not able to perform such duties.
 - b. The Vice Presidents have the overall responsibility for coordinating the setting and achieving of the strategic actions under their authority as shown on the organizational chart dated December 14, 2012 (the "Chart") by working with the leader(s) of such strategic actions. The Vice Presidents and such leaders will report to the President, the Executive Committee and the Board.
 - c. The Vice Presidents have the overall responsibility to work with each other to coordinate and set priorities of all of the strategic actions and to advise the President, the Executive Committee and the Board.
 - d. The leaders of each strategic action listed below each of the Vice Presidents on the Chart have the primary responsibility for setting and achieving their indicated strategic actions and reporting to the Vice President that has overall responsibility for such action.